

Role of BLM State Cultural Resource Data Representatives

BLM State Cultural Resource Data Representatives (DR) are selected by the BLM State Deputy Preservation Officer, with input from field office staff, to serve as the technical field representative for the State with regard to the Cultural Resources Data Sharing initiative (CRDS). The DR is a member of the Cultural Resources Data Sharing Partnership (CRDSP [previously known as the DUG]) which includes members from the State Historic Preservation Offices (SHPO) within the 13 western BLM States. When the data sharing initiative began in 2000, data representatives from each state were selected and have served the states in various capacities since. From the early stages of the data sharing initiative the role of the data representative, while being addressed, has never been fully defined or codified. In a recent meeting (May 2007) the CRDSP members made it clear that state data representatives are important to the success of the CRDSP and that their role needs to be defined and consistent from state to state.

As early as 2001, Linda Clark and Eric Ingbar noted a need for a more formalized schema (Figure 1) of the CRDSP data sharing organization and the data representatives' role in the organization. The notion of data stewardship is not new, as outlined in Table 1 below, but has taken on particular importance as we advance data management applications into the future. While the DR's role is not viewed as that of a formal "data steward," many of the requirements are similar and can be applied to the DR's role.

The schema provided in Figure 1 and the WO guidance (Table 1) provides the foundation for defining the state cultural resource data representative's role. It is recognized that a DR's role may not incorporate all of the responsibilities outlined and that there will be variance within each state. The key emphasis here is that the DR must play an active role as a team member and state liaison within the CRDSP. In some states the Deputy Preservation Officer (DPO) may serve as the data steward, however this is not recommended, as the day to day work flow of the DPO is not consistent with the workflow of field office archaeologists. Also, a major component of the DR's role is to act as a conduit between the field offices, the DPO and the SHPO to advance the data sharing initiative. To insure some level of consistency from state to state it is recommended that DR training be developed and provided to clarify roles and responsibilities.

The Role of the BLM Cultural Resource Data Representative

- The BLM State cultural resource data representative serves as an active member of the CRDSP as the BLM State field technical liaison.
- The DR acts as the BLM field technical specialist to coordinate and advance data sharing initiatives within the State.
- The DR serves as the liaison between the field user, the DPO and the SHPO.
- The DR coordinates with the DPO and SHPO to ensure that the workflow needs of the field user are being served by CRDSP products.
- The DR works with the DPO and SHPO to develop scopes of work for CRDS funding for each fiscal year.
- The DR, in coordination with the DPO and SHPO, creates strategy plans to insure field users are provided with the equipment and training needed to implement CRDSP initiatives.

- The DR works in a team setting to develop sources of funding to support equipment acquisition and training.
- The DR works with the CRDSP and other partners to advance data sharing initiatives on a State level and seeks to advance statewide coalitions in support of the CRDSP.
- The DR coordinates with the SHPO and DPO to develop State policy on data standards and implementation of CRDSP projects and initiatives.
- The DR organizes bi-annual calls within the Field Offices to update field users of National and State level initiatives and to discuss field needs and training opportunities.
- The DR represents the State at CRDSP meetings and on CRDSP conference calls.
- The DR may work on CRDSP task groups.

WO IM 2002: Outlining the Role of a Data Steward

State Data Steward (one per business subject area per state)

State Data Stewards are subject matter experts for their respective business subject area as designated by management.

Responsibilities:

- Create data standards and business rules.
- Coordinate within State for QA/QC process and procedures on program data.
- Ensure data is managed as a corporate resource.
- Coordinate field office data management program with the National Data Steward and State Data Administrator.
- Distribute information on Bureau/State data management initiatives to the program specialists.
- Organize data sharing with other entities.
- Review geo-spatial and alphanumeric metadata for completeness and quality (including FGDC).

Abilities/Skills Required:

Knowledge of basic data management principles and concepts

Knowledge of how to create data standards, business data requirements and business rules

Ability to lead and coordinate data stewardship program in BLM

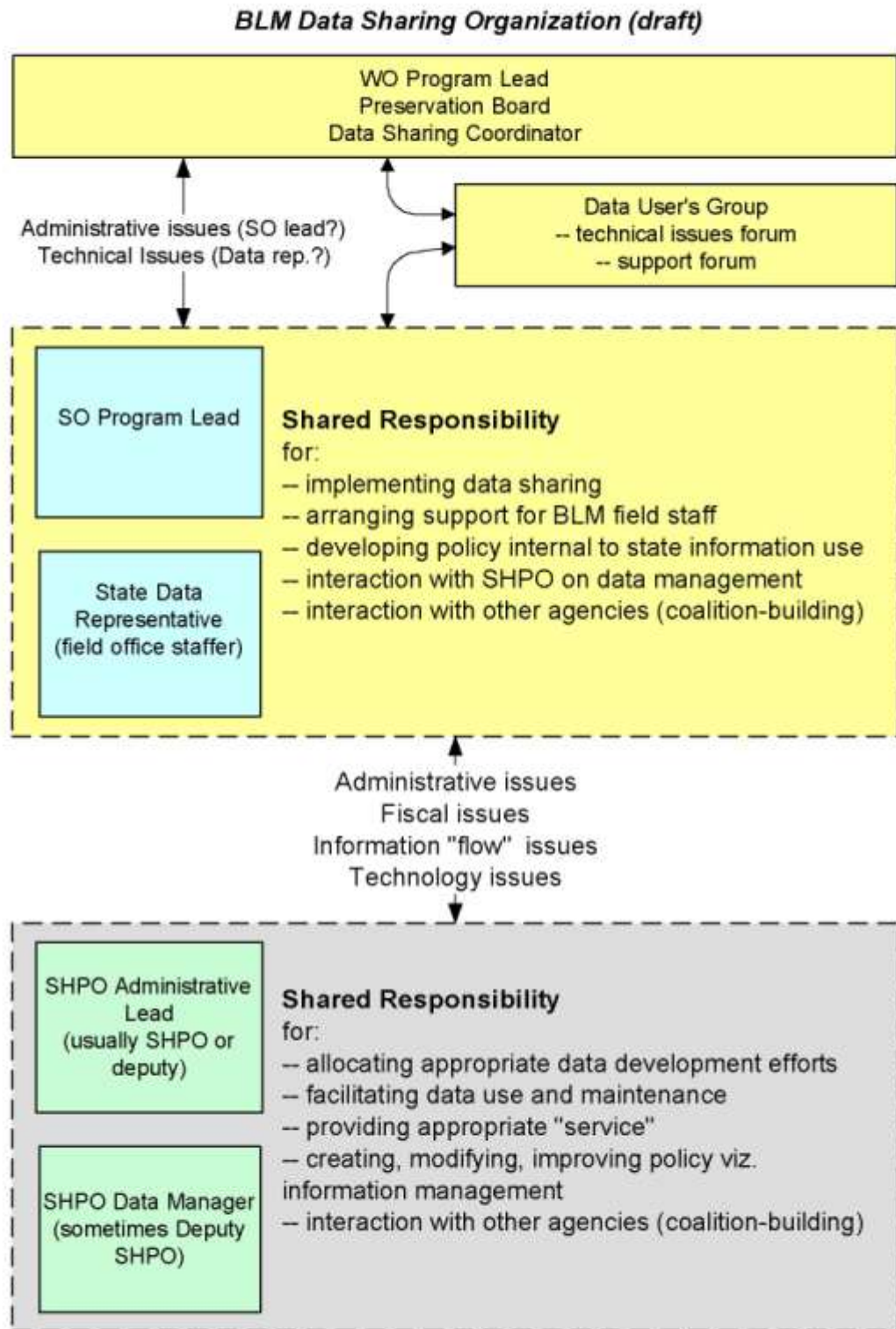
Expertise in coordination and communication (internal and external)

Expertise in data quality procedures

Familiar with data modeling and analysis to the data element level

Skill in applying metadata requirements (including geo-spatial and alphanumeric)

Table 1.



E. Ingbar 11/30/2001

Figure 1.